

Frederick County Department of Aging

Volunteer Position Description

Position Title	Home Delivered Meals Volunteer and Friend
Purpose	To deliver meals along with a friendly smile and kind words to home bound seniors. They are so grateful and sometimes just need someone to care or listen when they feel down or alone.
Position Description of Duties	<ul style="list-style-type: none"> *Check that number of meals and route sheet have same numbers by reviewing route sheet and checking for any changes, cancellations , or additions and counting as meals are packed for delivery. *Deliver Home Delivered Meals to seniors. *If senior doesn't answer the door call them on the phone. If no answer call center to have someone call their emergency contact . *Listen to concerns or problems so that you can later tell someone at the center. *Talk with senior and scan home to check that things sound and look good. * Collect money or checks and bring to center. *Return carriers and coolers.
Qualifications for position	<ul style="list-style-type: none"> *Friendly and patient *Enjoy older adults *Valid driver's license and own transportation. *Understand and adhere to food safety and food service standards. *Able to carry 10 pounds for short distances
Time Requirement	Every Monday for 1-1/2 hours, between 11:00 AM -12:30 PM.
Location of Assignment	Frederick Senior Center to pick-up meals for delivery to homes in the Frederick area.
Orientation and Training	<ul style="list-style-type: none"> *1 hour of orientation the 9th of month at 9:00 AM, or another mutually agreed time *Ride along with experienced volunteer. *Annual refresher course.
Benefits	<ul style="list-style-type: none"> *Helping vulnerable seniors and improve their lives by providing a nutritious meal to them. * Feeling good about yourself. * Knowing that you may be the only person this senior may have all day.
Evaluation & Reporting Procedures	*Report any concerns or feedback from seniors to staff in kitchen.
Supervisor:	Deb Ayers
Contact Person:	Deb Ayers
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